



TOWN OF GILBERT

PROCEDURES FOR REQUESTING OUT OF TOWN WATER SERVICE

The following is a checklist of information that needs to be turned in with this application packet:

****MAKE SURE ALL COPIES ARE LEGIBLE****

***** NOTE: Request may take up to six weeks to process *****

- ☐ A **typed or written** request must be made and addressed to Town Engineer, 90 East Civic Center Drive, Gilbert, Arizona 85296. The letter needs to include the following information;
- ☐ Property address, city, zip (Property Address MUST BE assigned by Maricopa County at the time the request for water service is submitted to the Town of Gilbert)
 - ☐ Intended property usage (residential, agricultural, commercial, etc.)
 - ☐ Size of water meter service requested (Meter size is determined by Maricopa County During their Building Permit approval process – ¾", 1", 1 ½", 2")
 - ☐ If the property is/has been served by a well
 - ☐ Future plans for lot splitting or subdividing to be noted with the request. (NOTE: if lot splitting is being done concurrently with this water service request, split must be fully approved by Maricopa County (including new address assignment) prior to submitting an Out-of-Town Water Service Request to Gilbert.)
 - ☐ Applicants current mailing address, telephone number and email address.
- ☐ Completed Exhibit A (Page 3, attached) with Parcel number, Section, Township, Range and Property Address (this Information needs to be filled out before submitting)
- ☐ A site location map, showing parcel size and closest arterials (on 8 ½ x 11 paper)
- ☐ Completed Water Meter and Building Water Service Sizing Data worksheet (Page 4, attached)
- ☐ A deed to the Property showing any road dedication (Reduced to 8 ½ x 11 paper, **copy of deed must be provided, even if no road dedication**)
- ☐ The property owner must sign and date Page 1 of the application and owner information on Page 2

1. The request is reviewed by appropriate Town Personnel; the applicant is notified of approval or additional requirements. This is the only manner in which the Town can effectively monitor growth or lot splits to assure future access for refuse and all emergency vehicles.
2. If approved, the applicant must contract a licensed contractor to obtain a Maricopa County Right-of-Way permit and a **Town of Gilbert Engineering Construction Permit** to install the water tap, service line and meter box. The cost for the Town's permit is \$88.00 . The Town will install the meter. **All fees, including meter costs as listed below, must be paid prior to receiving a permit to tap any Town water line.**
3. Meter costs are as follows for **residential & commercial** Services*:
¾" Meter, Taxes, and Development fees = \$6,852.17
1" Meter, Taxes, and Development fees = \$11,415.17
1 ½" Meter, Taxes, and Development fees = \$22,719.17

*Fees are subject to change to the current Development Fee Schedule

Please list your current mailing address and phone number

Name: _____ Phone: _____

Billing Address: _____ City: _____ Zip: _____

Email Address: _____

For current water usage rates, please contact the Utility Billing Department at 503-6800

For questions on your application or status, contact the Development Engineering Department at 503-6839

AGREEMENT TO EXTEND WATER SERVICE
OUTSIDE THE CORPORATE LIMITS
OUT OF THE TOWN OF GILBERT

THIS AGREEMENT is entered into this _____ day of _____, 20____, by and between the Town of Gilbert, Maricopa County, Arizona, hereinafter referred to as "Gilbert" and _____, hereinafter referred to as "Owner."

1. Gilbert is an Arizona municipal corporation, location in Maricopa County, Arizona, and charged with the responsibility for preserving the peace, health, and safety of its citizens; Gilbert provides water service outside its corporate limits pursuant to Policy Statement No. 81-2 as amended by Resolution No. 1922 adopted on May 26, 1998; and

2. Owner has title to the real property described in Exhibit A attached hereto (the "Service Address") and has applied to Gilbert for extension of water service beyond the corporate limits of Gilbert to the Service Address.

NOW, THEREFORE, Gilbert and Owner do hereby mutually agree as follows:

1. Policy Statement of Gilbert. Owner agrees to be bound by Policy Statement No. 81-2 dated March 17, 1981, as amended by Resolution No. 1922.

2. Provision of Water Service. Gilbert agrees to provide water service to the Owner at the Service Address at such a time as all necessary easements and improvements as determined by Gilbert to be required to deliver domestic water have been accepted by Gilbert and subject to further limitation that Gilbert has a duty to supply customers within the corporate limits of Gilbert before serving those customers outside the corporate boundaries, including the Service Address. Owner agrees Gilbert may interrupt, limit or discontinue service to the Service Address whenever Gilbert determines such action is required or appropriate to meet its duty to supply customers within the corporate limits of Gilbert.

3. Compliance with Terms and Conditions of Water Service. Owner agrees to comply with the terms and conditions established and amended from time to time by Gilbert for providing water service outside the corporate limits of Gilbert. Owner further agrees that Owner will pay water bills when due, unless disputed, in which case Owner will follow any and all procedures adopted by Gilbert to dispute bills. Current dispute procedures are set forth in Chapter 66 or the Code of Gilbert. If Owner fails to pay water bills determined by Gilbert to be due and owing to Gilbert, and in addition to any other remedy available at law, such amounts shall become liens on the Service Address in the amount of such delinquency until paid.

4. Plans. If the property described in Exhibit A does not have an established land use pattern, as determined by a map on file with the Planning Department of Gilbert, a plan of development shall be prepared in accordance with Policy Statement No. 81-2 and submitted to Gilbert for review and approval as a condition of service. All water connections will be installed in accordance with Town Standards.

5. Entire Agreement. This instrument contains the entire agreement between the parties and no statement, promise, or inducement made by either party or agent of either party, that is not contained in this written contract shall be valid or binding. Subject to Gilbert's right to unilaterally establish and amend the terms on conditions for water service, this Agreement may not be enlarged, modified, or altered, except in writing, signed by the parties and endorsed hereon.

6. Conflict of Interest. This Agreement may be cancelled pursuant to A.R.S. § 38-511.

IN WITNESS WHEREOF, the parties have executed this Agreement in Gilbert, Arizona this _____ day of _____, 20____.

TOWN OF GILBERT, a municipal
Corporation

Town Engineer

Owner, (Please sign)

EXHIBIT A
SERVICE ADDRESS

Parcel No. _____

Section _____

Township _____

Range _____

Address: _____

LEGAL DESCRIPTION:



A Community of Excellence

Development Services

Department

90 E. Civic Center Dr.

Gilbert, AZ 85296

(480) 503-6700-Phone

(480) 497-4923-Fax

www.gilbertaz.gov

Water Meter and Building Water Service Sizing Data

Part A - Applicant or Contractor fills in data in this section

Building water service (BWS) supply line maximum length _____ feet

Fixture or Fixture Group	#of Fixtures or Fixture Groups	Fixture Value	TOTAL
Water closet	_____	2.2	_____
Lavatory	_____	0.7	_____
Shower head	_____	1.4	_____
Tub	_____	1.4	_____
Bidet	_____	1.4	_____
Full Bath Group	_____	3.6	_____
Half Bath Group	_____	2.6	_____
Kitchen sink	_____	1.4	_____
Dishwasher	_____	1.4	_____
Kitchen Group	_____	2.5	_____
Clothes wash	_____	1.4	_____
Laundry sink	_____	1.4	_____
Laundry Group	_____	2.5	_____
Bar sink	_____	0.7	_____
Hose bibs (count 2 only)	<u>2</u>	2.5	<u>5</u>
Total fixture units			_____

Part B - Town Staff fills in data in this section

Minimum meter size _____ Minimum BWS supply line size _____

Full Bath Group = one water closet + one tub or one shower or one tub/shower combo + one lavatory (additional lavatory or bidet add as single separate fixtures)

Half Bath Group = one water closet + one lavatory

Kitchen Group = one kitchen sink + one dishwasher (additional sinks or dishwasher add as single separate fixtures)

Laundry Group = one clothes washer + one laundry tub (additional clothes washer or laundry tub add as separate fixture)

BWS = length of BWS supply line from meter to farthest water fixture plus 10 feet for single story, 20 feet for two story, or 30 feet for three story.

Sizing based on 2012 IRC Table AP201.1 - Pressure Range Over 60 psi

One inch meter required where fire sprinkler are installed but development fees are assessed based on the minimum water meter size required for domestic water system demand.

Submit with permit application for new custom home or addition where plumbing fixture(s) are added.

Contact Development Services at 480-503-6700 with any questions.

Modified 6/9/2016